Department of Commerce IT Architecture Maturity Model Checklist[1]

Checklist Item	Current FY	Next FY
Business Linkage: To what extent is the business involved in the definition of an Enterprise Architecture (EA) process in the organization?		
Level 0: No business involvement in the EA process definition 1: Limited business involvement in the EA process definition 2: Limited business involvement in the EA process definition 3: Direct business involvement in the EA process definition 4: Business-owned EA process definition 5: Business involved in the optimization of the EA process definition		
Senior Management Involvement: To what extent are the senior managers of Operating Unit involved in the establishment and ongoing development of an EA process?		
Level 0: No management team awareness or involvement in the architecture process 1: Limited management team awareness or involvement in the architecture process 2: Occasional/selective management team involvement in the architecture process with various degrees of commitment/ resistance 3: Senior-management team supportive of the enterprise-wide architecture process 4: Senior-management team directly involved in the architecture review process 5: Senior-management team directly involved in the optimization of the enterprise-wide architecture process		
Senior Management Involvement: To what extent is the EA development process used by senior managers to articulate future business strategies?		
Level 0: No communication to the EA team on articulated future business strategies 1: Infrequent or limited communication to the EA team on articulated future business strategies 2: Periodic or occasional communication to the EA team on articulated future business strategies 3: Regular communication to the EA team on articulated future business strategies 4: Periodic EA team involvement in establishing future business strategies 5: The EA team directly involved in establishing future business strategies		

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[1]Meta Group, "Architecture Maturity Audit: Part 2", <u>Meta Practice</u>, Volume 4, Number 5, May, 2000.

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Operating Unit Participation: To what extent is the definition of the EA process accepted by the Operating Unit?		
Level 0: No Operating Unit acceptance 1: Limited Operating Unit acceptance of the EA process definition 2: Limited Operating Unit participation in the development of the EA process definition 3: Largest elements of Operating Unit show acceptance of the EA process definition 4: The entire Operating Unit accepts the EA process definition 5: The EA process definition forms part of the ongoing business optimization		
Operating Unit Participation: To what extent is the EA process definition phase an effort representative of the whole organization?		
Level 0: No enterprise-wide definition effort 1: Localized individual support of EA process definition 2: Limited organization involvement 3: High level of organization involvement 4: Cross-enterprise architecture involvement 5: Entire organization represented in the architecture effort		
Architecture Process Definition: Is there an established architecture process?		
Level 0: Architecture process not established 1: Ad-hoc and localized architecture process defined 2: Draft process established for enterprise but not fully implemented across the Operating Unit 3: Architecture process defined and acted upon 4: Architecture process managed across the Operating Unit 5: Value of EA measured across entire EA process (business visioning to domain architectures — holistic EA)		
Architecture Development: To what extent is the architecture development in the organization driven by a well established process?		
Level 0: No defined process is used for an EA development. 1: Localized understanding of the EA process 2: Limited enterprise-wide understanding of the EA process, mostly used in the IT organization 3: Increasing enterprise-wide awareness of the EA process 4: A well-established enterprise-wide EA process 5: Continues optimization of the enterprise-wide EA process.		

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Architecture Development: To what extent is the development and progression of the Operating Units' IT Architecture documented?		
Level 0: No IT Architecture documentation to speak of. 1: IT Architecture processes and documentation are ad hoc, localized and informal. 2: IT Vision, Principles, Baseline, and Target are identified and documented. 3: Gap Analysis, Migration Plan, Technical Reference Model, Standards Profile, and Migration Plan are completed and documented. 4: IT Architecture documentation is updated on a regular cycle to reflect the updated the IT Architecture. 5: Defined and documented IT Architecture metrics are used to drive continuous process improvements.		
Architecture Communication: To what extent are the decisions of EA practice documented?		
Level 0: No documentation is available. 1: Limited documentation is available. 2: Architecture notebook is in use in the IT organization but is not updated regularly, and new hires are not necessarily brought in line with architecture decisions. 3: Architecture notebook is in use across organization, but not updated regularly. 4: Architecture notebook is in use across the organization and in step with latest architecture developments/standards. 5: Architecture notebook is in use by every decision maker in the organization for every business decision.		
Architecture Communication: To what extent are other methods/tools of communications used?		
Level 0: No communications tools used. 1: Few communications tools used or limited use of tools 2: Regular EA presentations at management meetings 3: Architecture (education) town meetings held at various Operating Units 4: Ongoing education on the value of an e architecture across Operating Units 5: Various education/communication tools utilized across all Operating Units		

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Architecture Communication: To what extent is the content of the EA process made available electronically to everybody in the organization?		
Level 0: No electronic means of communication 1: Limited electronic means of communication 2: Occasional updates published via e-mail 3: More widespread electronic publication of standards 4: An online Web site is used to force communications across the organization 5: All Operating Units are actively involved through electronic updates and Web chat rooms		
Architecture Communication: To what extent is architecture education done across the business on the EA process and contents?		
Level 0: No education 1: Limited education 2: Architecture education done for IT staff 3: More widespread education done across various Operating Units 4: Most Operating Units participate actively in EA education 5: All Operating Units monitor staff education and understanding		
Governance: To what extent do senior managers subscribe to the governance process as set out in the EA development process?		
Level 0: No agreement with governance structure 1: Limited agreement with governance structure 2: Various degrees of understanding of the proposed governance structure 3: Supportive of enterprise-wide architecture standards and subsequent required compliance 4: Senior-management team owns the compliance process for enterprise-wide architecture standards 5: Senior-management team maintains an enterprise-wide governance structure (ownership of EA standards)		
Program Management: Is there an established enterprise program management function?		
Level 0: No program management functions 1: Limited program management functions on an ad-hoc basis 2: Defined program management functions performed in the IT organization 3: Operating Unit-level defined program management functions established 4: Senior management and Operating Unit agreed-to enterprise-wide program management functions 5: Enterprise-wide program management is established as a technology investment optimization tool across the organization		

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Program Management: To what extent are planning and scheduling activities linked to time-based architecture development?		
Level 0: No linkage 1: Some local linkages to architecture exist on an ad hoc basis 2: Limited linkage within the Operating Unit IT organization 3: Direct linkage from a technology decision perspective 4: Senior management linkage between business decisions and architecture development 5: Direct and optimized linkage between technology investments and business driven EA development		
Holistic Enterprise Architecture: To what extent is a holistic EA approach followed?		
Level 0: No enterprise-wide technical architecture (EWTA) process 1: Only localized technical architecture process in place 2: Limited business and information requirements documented as part of the EWTA development 3: A high level business architecture is defined with specific reference to business models and processes as well as an information architecture defining the flows of information across various business processes 4: An application portfolio has been established driving future business solutions 5: A fully populated enterprise solutions portfolio is replacing the application portfolio		
Holistic Enterprise Architecture: To what extent is enterprise business modeling an automated competency of line managers and staff?		
Level 0: No modeling competency exists 1: Technical models exist of IT Architecture infrastructure 2: Limited business modeling is done on a Operating Unit basis 3: Enterprise-wide business modeling is done 4: Each Operating Unit management has the competency to drive business modeling and process optimization 5: Enterprise business modeling is the competency of line management and staff and models is well documented		

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Holistic Enterprise Architecture: Is EA a centralized or decentralized process, and is it driven by a governance structure and compliance process?		
Level 0: No organization-wide EA process in place 1: EA process carried out in an ad-hoc manner in limited areas. 2: Only governance for technology procurement done on an Operating Unit basis 3: Organization-wide EA process defined but executed decentralized in IT and various Operating Units 4: Cross-enterprise EA execution according to a well-established governance structure 5: Enterprise-wide EA optimized to enable the future strategies of the organization		
IT Investment and Procurement Strategy: To what extent does the Enterprise Architecture influence the IT Investment and Procurement Strategy?		
Level 0: No regard for Enterprise Architecture in formulation of strategic IT procurement strategy by Operating Unit. 1: Little involvement of strategic planning and procurement personnel in enterprise architecture process. 2: Little or no formal governance of IT Investment and Procurement Strategy. Operating Unit demonstrates some adherence to existing Standards Profile. 3: Operating Unit adheres to existing Standards Profile. RFQ, RFI and RFP content is influenced by the IT Architecture 4: All planned IT acquisitions and procurements are guided and governed by the IT Architecture. 5: Operating Unit has no unplanned IT investment or procurement activity.		

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